

[Your Name]
[Your Title]
[Your Company Name]
[Your Company Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Recipient Title]
[Recipient Company Name]
[Recipient Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Proposal for Joint Venture Collaboration

I hope this letter finds you well. I am writing to propose a potential joint venture between [Your Company Name] and [Recipient Company Name]. [Briefly introduce your company and its relevant expertise].

[Explain the purpose of the joint venture and how it aligns with both companies' goals].

We believe that by leveraging our combined resources and expertise, we can [describe the potential benefits or outcomes of the collaboration].

I would appreciate the opportunity to discuss this proposal further and explore how we can work together effectively. Please let me know a suitable time for us to meet or have a call.

Thank you for considering this opportunity. I look forward to your positive response.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]